

**AGENDA  
PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE  
JANUARY 7, 2020**

**AGENDA ITEM #2  
APPROVAL OF MINUTES**

**OCOTBER 10, 2019**

DRAFT

**PEDESTRIAN & BICYCLIST ADVISORY COMMITTEE  
THURSDAY, OCTOBER 10, 2019  
CITY HALL, WEST MEETING ROOM  
7:00 PM**

**MEMBERS PRESENT:** Colin Smith (Chair), John Kelleher (Vice-Chair), George Sykes (Alt. City Council), Sarah Crysl Akhtar, Marie McCormick, Alan Schnur, and Alex Belenz (Alt.)

**MEMBERS ABSENT:** Clifton Below (Alt), Karen Zook (Planning Board), Megan Chapman, Erling Heistad (City Council)

**STAFF PRESENT:** Rebecca Owens (Associate Planner)

---

**1. CALL TO ORDER:**

Chair Smith called the meeting to order at 7:00 PM.

George Sykes was appointed as a regular member in the absence of Erling Heistad. Councilor Sykes introduced himself as the alternate City Council representative for the Committee. He chairs the Transportation Committee of the State Legislature and is very passionate about ped/bike issues.

**2. APPROVAL OF MINUTES: September 3, 2019**

*A MOTION by Alex Belenz to approve the September 3, 2019 Minutes as presented.*

*Seconded by George Sykes.*

*\*The MOTION was approved (5-0-1). Sarah Crysl Akhtar abstained.*

**3. STUDY ITEMS:**

**A. Updates from Other Boards:**

**Planning Office** – Rebecca Owens updated the Committee stating that there were no significant items. Ms. Owens did say she met with David Clem, the developer of River Park, regarding open space planning. It is a phased, mixed-use development, which includes high tech facilities, five different lots, and residential space. The project includes 50% open space and is focusing on the connectivity from Wilder Dam to Bridge Street in West Lebanon including frontage on Route 10. Mr. Clem will be reengaging landscape architects who participated in a design competition to work on the site layout. Ms. Owens also met Jenny Chamberlain, a member of Hanover's Ped/Bike Committee, who is working on promoting the Hanover/Lebanon Ped/Bike connection.

**Safe Routes to School** – Planning Staff/Police Staff : **No Report.**

**City Council** – George Sykes updated the Committee on the following City Council activities: The Council just finished a series of presentations on the City Hall energy conscious renovations, and the Council is beginning budget workshops. The Council is also considering a zoning proposal update, which would support downtown as a pedestrian and bicyclist friendly environment. It will allow more street level activities and housing opportunities. The zoning proposal will be voted on by the City Council and the citizens. The Council is in favor of renovating older buildings for new purposes much like AVA Galleries has done.

Mr. Schnur inquired about the E-Bike legislation. As the Chair of the legislature's Transportation Committee, Councilor Sykes reported that the E-Bike bill passed. The bill included a number of

1 definitions regarding levels of E-bikes and set speed limits, but other items were left to local control. Mr.  
2 Schnur noted that there were recent recommendations for increased speed limits on Route 120 without  
3 consulting the ped/bike groups. Councilor Sykes stated that the DOT makes the recommendations  
4 following traffic studies and want to achieve 85% compliance. The methodology is seen as out of date,  
5 and letters regarding the limits can be sent to the DOT Commissioner, Victoria Sheehan. Mr. Kelleher  
6 observed that E-Bikes are becoming a wave. Councilor Sykes noted that there are no regulations  
7 regarding driverless cars. He is on a new State commission to regulate driverless cars in relation to  
8 pedestrians and bicyclists. Councilor Sykes added that within five years, interstate truckers will be  
9 creating platoons. Several drivers will take trucks to a common location, and one driver will lead the other  
10 driverless trucks on the Interstate.

11  
12 The members introduced themselves to Councilor Sykes.

13  
14 **Planning Board/CIP Meeting** – Karen Zook (Absent)

15  
16 **Class VI Roads** – Colin Smith – Not meeting.

17  
18 **Police Reports** – Alan Schnur – The City Manager's update reported that in the month of August  
19 there were zero (0) crashes involving pedestrians or bicyclists. Ms. Owens noted that there is no  
20 additional information on the accident of almost a year ago on Route 10. Mr. Schnur stated that there  
21 were two fatalities in the last ten years, and neither appears in the local statistics.

22  
23 **Mascoma River Greenway** – Colin Smith

24 Ms. Owens reported that a citizen came to the last meeting to express concerns about multi-modal traffic  
25 on the Greenway in light of recent high speed bicycling. Ms. Owens and Chair Smith met with  
26 representatives from the Greenway Committee and Friends of Lebanon Recreation. The long term plan is  
27 to have a branded, signed wayfinding system, but there is an immediate need for posting safe speed  
28 information. The interim measure would be lawn signs. The utility company has to approve the locations  
29 so lines aren't punctured. Ms. Akhtar wondered if some E-Bikes are considered motor vehicles. Ms.  
30 Owens confirmed that they are. Any that are completely pedal free are not allowed on the Greenway. The  
31 State classifies E-bikes by speed. The goal is for respectful behavior, which includes maintaining safe  
32 speeds, yielding to pedestrians, staying to the right, and respecting other persons with pets. Kiosks can be  
33 used for more information. Trail signs need to use few words and icons. Mr. Schnur inquired if Class 1  
34 and 2 E-Bikes are allowed. Ms. Owens said they would be, as the Greenway is State land, but it would be  
35 important to monitor use. Enforcement is also an issue. Mr. Kelleher noted that a trail in Portland, Maine,  
36 has a solid yellow stripe in the middle of their trail. The Minuteman Trail in Lexington does also. Mr.  
37 Belenz noted that lanes make movement safer and easier. Chair Smith observed that Greenway usage is  
38 lower than those trails.

39  
40 Ms. Owens noted there is a new Valley Quest based on the Greenway available on the Vital Communities  
41 website.

42  
43 Chair Smith inquired about how to monitor the effectiveness of the Greenway rules. Councilor Sykes  
44 noted that the NH Fish & Game officers may have statistics and suggested contacting the Public Affairs  
45 Division Chief of NH Fish & Game, Nicola Whitley, at 603-271-1740, to inquire about data. Councilor  
46 Sykes stated that there is a New Hampshire Transportation Council, which is comprised of public interest  
47 groups that look at modes of transportation in the State. A recent presentation was on rail trails and  
48 included a ped/bike perspective. Individuals can testify, and the group meets once a month. Ms. Akhtar  
49 suggested writing to the Valley News to get information out about the Greenway. Mr. Schnur suggested  
50 having a few individuals out on the trails to take surveys. Chair Smith stated that talking to the users on  
51 the trail would be helpful. Councilor Sykes inquired if a state-wide survey would be useful. Chair Smith  
52 noted that data from a paved trail would be helpful. Councilor Sykes stated that one special interest group

1 is ped/bike related, and he will contact them for information. Ms. Akhtar suggested partnering with local  
2 supermarkets for handing out information. Ms. Owens suggested a general survey combining signage,  
3 experiences, and speed would be most useful. Ms. Akhtar noted that having information at locations other  
4 than the trail could spark interest in the Greenway. Mr. Schnur noted that the quality of the survey and  
5 consistent methodology is important.

#### 6 7 **Rails to Trails – VACANT**

#### 8 9 **B. Ped/Bike Plan Examples**

10 Ms. Owens reported that City Manager Shaun Mulholland wants a more comprehensive transportation  
11 plan, not just one for ped/bike. There was a draft transportation plan created by Andrew Gast-Bray years  
12 ago that was not adopted. Ms. Owens clarified that it would formalize categorization of different types of  
13 streets and their treatments. Recommended speeds, widths, and ped/bike considerations would be  
14 included. The complete streets policy mentions them, but the street typologies in the policy were never  
15 adopted. Ms. Owens will look into that plan in more depth, and there can be more sub-area planning  
16 within CIP. South Park Street and Hanover Street improvements will include ped/bike considerations.  
17 Once the site plan regulations go before the Planning Board and are established for the Downtown  
18 District, they could be used for all site plan regulations. It is on the Planning Board agenda for the end of  
19 October.

#### 20 21 **4. OTHER BUSINESS:**

#### 22 23 **A. Bike Racks Mall and Kilton:**

24 Mr. Kelleher reported that two racks have been ordered. One with 03784 is for Kilton Library and another  
25 with 03766 will go to the right of the kiosk on the mall. They are greenish blue and will fit about 7 bikes  
26 each. Mr. Kelleher described a slotted, cedar bike rack that he saw in Maine that could be a high school  
27 student project and would be another attractive option at a lower cost. Ms. Akhtar asked about the total  
28 cost. Ms. Owens stated that the set of two costs \$5,000 total including the shipping. Public Works is  
29 assisting with the installations, and the Planning Department is paying in part for them. The area business  
30 owners initiated interest in this as an improvement to the area. Sometimes it is a question of practical  
31 versus art, and there is a higher cost for art. Mr. Kelleher noted that the \$5,000 was offset by some  
32 community donations. Ms. Akhtar expressed the opinion that art should be paid for by private money, not  
33 taxpayer money, and she is troubled by the amount of money being spent for the downtown mall, parking  
34 areas, and the tunnel. Ms. Akhtar added that in her view, it is irresponsible to spend that amount of money  
35 on something that is a vanity project. Chair Smith wondered about the cost of regular bike racks. Ms.  
36 Owens stated that there is an awareness of the general needs of the City, and the tunnel is a unique  
37 project. Mr. Schnur agreed that it is important to get the financial aspects out, but projects like the bike  
38 racks appearing in the Valley News would be positive publicity for Lebanon. At the end of the fiscal year,  
39 there is money that is sent back to other funds or lost to the State, when it could be used for smaller  
40 projects around town. Mr. Schnur added that it is important to respect the needs of the community despite  
41 personal feelings. Ms. Akhtar commented that there is no free or extra money when the City has many  
42 unmet needs that could be satisfied with \$5,000. Mr. Kelleher noted that this could kick off the downtown  
43 revitalization, which is a good investment. It can be revisited in a couple of years to determine the impact.  
44 Ms. McCormick noted that Kilton Library was very excited to get the bike rack. Ms. Owens added that  
45 there is an Arts & Culture Committee trying to establish a 501(c)3 for private funding. The student  
46 created fountain covers are one of the projects. There is a balance between inspiring and other values.

#### 47 48 **B. West Lebanon Visioning Charrette:**

49 Ms. Owens stated that the visioning project will happen on October 18 and 19. They will be two days of  
50 ongoing planning. Chapter 4 of the Master Plan relates to West Lebanon regarding downtown in all  
51 categories. Ms. Owens is delving into what it suggests, and they will ask people at the charrette to identify  
52 what they want to see first. There is a big emphasis on streetscape improvements and ped/bike

connections. Accessibility of West Lebanon needs investment for improvements. It is an opportunity to explore concepts to see how people feel about them. It includes the area between Seminary Hill and Bridge Street going into White River Junction, which is defined as the Village. It doesn't include River Park or the 12A shopping areas.

The survey is open online for anyone who cannot attend. Ms. McCormick observed that word is getting out. Ms. Owens stated that the charrette is open to all and each session informs the next. There have been about 180 responses so far. There is support for revamping parking. Mr. Schnur inquired about the zoning of parking lots to make them more friendly for pedestrians. Ms. Owens replied that it would be part of site plan regulation updates, and the downtown regulations are on the agenda for October. The goal is for consistency. Ms. Owens added that she will be sharing the information from a focus meeting earlier in the year.

#### **C. Education/Encouragement:**

Ms. Owens has been working with groups to support the Bike Rodeo. If any members have suggestions, they should contact her.

#### **D. Communications Plan:**

Mr. Schnur stated that some members were out of town in September, so there was no meeting. They will be meeting in October.

#### **E. UVLSRPC updates (GACIT, corridor plan, State ped-bike plan):**

Councilor Sykes stated that the State Ped/Bike Plan is on the DOT website. There is a survey on ped/bike issues, and he encouraged the members to take it.

Ms. Owens stated that there will be a corridor plan, which will have a complete streets angle to it. There would be references to the State ped/bike plan, but different characteristics would be noted for Route 120, Route 10, etc.

Ms. Owens also noted the DOT 10-year plan is being reviewed now to reevaluate what is in the pipeline. Lebanon has been underfunded compared to other areas of the State. The link is now up for the survey, and that input is very helpful. Ms. Owens added that she took the survey, and it an interesting exercise. Mr. Belenz described it as an either this or that set of questions. Councilor Sykes clarified that regarding GACIT funding, traffic usage is a large factor in deciding what projects DOT determines should be done. The southern part of the state does well under the formula due to the amount of traffic. Mr. Belenz noted that it is based on area population and the lane miles of eligible roadway. Councilor Sykes noted that the DOT has money coming from many sources and they are trying to keep up with availability of funding. The federal money has a timeframe.

Mr. Schnur noted that many of the surveys are done with Survey Monkey or other similar private companies. The privacy policy of these companies states clearly that they will be using your email and other personal information. Mr. Schnur suggested that the State could have a platform for posting such surveys without compromising private data. People want to contribute to the community. Councilor Sykes noted that the one for the DOT is on the State's website.

Councilor Sykes inquired if he could vote in place of only Erling Heistad. Chair Smith encouraged him to come to any of the meetings to share his unique perspective.

1 Ms. Owens stated that a binder is being created for new members. If the members have any suggestions,  
2 please share them with her.

3  
4 **6. FUTURE AGENDA ITEMS:**

- 5 • CIP 2020-2026 Projects (Miracle Mile/LISTEN crossing, others)
- 6 • Friends of the NRT / long-term maintenance coordination
- 7 • Road Resurfacing Projects: NHDOT
- 8 • Bikeshare Programs – Mr. Kelleher inquired if the Committee could work on it in 2020. Chair  
9 Smith agreed that they could take it up then.

10  
11  
12 **7. ADJOURNMENT:**

13  
14 *A MOTION by John Kelleher to adjourn the meeting.*

15 *Seconded by Alan Schnur .*

16 *\* The MOTION passed (7-0).*

17  
18 The meeting was adjourned at 8:36 P.M.

19  
20 Respectfully submitted,

21 Holly Howes

22 Recording Secretary